

STATE OF WISCONSIN
Department of Health and Family Services
Division of Children and Family Services

To: Area Administrators/Human Services Area Coordinators
 Bureau Directors
 County Departments of Community Programs Directors
 County Departments of Developmental Disabilities Services Directors
 County Departments of Human Services Directors
 County Departments of Social Services Directors
 Section Chiefs/Licensing Chiefs
 Tribal Chairpersons/Human Services Facilitators

From: Burnie Bridge
 Administrator

Re: W-2 Collaboration and Training Opportunities

This memo provides counties with information on service integration and training opportunities for Child Welfare agencies to work more closely with W-2 agencies to better serve families in common.

1. Service Integration with Wisconsin Works. The 2006-2009 W-2 and Related Programs Contract issued by the Department of Workforce Development requires that W-2 agencies develop a written plan and agreement with local child welfare agencies (both tribal and county) that will promote positive connections to ensure a family centered, strength based service delivery system is in place for vulnerable families. The W-2 agencies are required to develop plans in collaboration with the local child welfare agency/ies, with authorized signatures from both systems. The W-2 and Child Welfare Service Integration Plan Guidelines require inclusion of the following components in the written plan:
 - a. How service integration will be coordinated between the W-2 and child welfare agency.
 - b. How teams will be formed and used to assure coordination of plans for each service system.
 - c. What cross-training methods will be employed to assure the W-2 staff has a working knowledge of the child welfare system's policies and procedures, and that child welfare staff have a working knowledge of the W-2 system's policies and procedures.
 - d. How cases that the two systems have in common will be coordinated, monitored and evaluated.

Child welfare administrators and supervisors are encouraged to work with their W-2 program colleagues to develop practices that assist in integrating available services for families involved in both systems. Service integration is important for improved coordination of services, better information sharing and planning efforts for families, timely communication of policy change information, and can provide families access to services they may otherwise be unaware are available.

2. Training Opportunities. The Department of Workforce Development, in cooperation with the Division of Children and Families of the Department of Health and Family Services, has developed an online training module, Introduction to Wisconsin Works, which provides an overview of the mission, goals and key policies of the Wisconsin Works program (a companion course, Introduction to Child Welfare, was also developed for W-2 workers). This training module is available online to any child welfare worker who registers with the DHFS/DWD Learning Center. The course takes approximately 30 minutes. Access is at <http://www.wcwt.wisc.edu/index.aspx>. Click on "Introduction to W-2."

All child welfare supervisors and line staff are encouraged to take this cross-system training course to increase their knowledge of the W-2 program and enhance their ability to collaborate with their W-2 program colleagues. As part of their training requirements, W-2 workers complete the "Bridges to Collaboration" or the Child Welfare Overview in the "Introduction to Collaboration" to improve collaboration on behalf of children and families involved in both the child welfare and W-2 systems.

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DCFS MEMO WEB SITE: http://dhfs.wisconsin.gov/dcfs_info/

Attachment: W-2 and Child Welfare Service Integration Plan Guidelines

cc: W-2 Agencies
DWD/DWS Area Administrators

Infomemo/dcfs/W2 Collaboration & Train Opportunities.doc